



### **Substitute Crossing Guard**

The person acting as the substitute crossing guard is expected to follow the same duties as the crossing guard. The primary responsibility of this position is to ensure safe crossing of Millburn West students at the designated crossing areas. The person in this position is required to wear the reflective vest and use the stop sign in order to safely stop traffic. Once traffic is stopped, the guard then indicates to the students that crossing is safe. The staff member in this position is required to be at their assigned location on time and ready to help students.

Contact numbers and scheduling conflicts should be shared with the coordinator in advance when possible.